



CITY OF LANSING

COLLECTION BIN PERMIT APPLICATION

(City Codified Ordinances – Chapter 1302.01 – 1302.11)

The non-refundable fee for Collection Bin Permit

<input type="checkbox"/> \$125 application fee	<input type="checkbox"/> \$25 for Sticker Replacement
<input type="checkbox"/> \$100 Renewal (Submit at least 30 days prior to expiration)	Permit is valid for 1 year

Collection Bin Location (Address): _____

Applicant Name: _____ Email: _____

Address: _____

Phone Number:(_____)_____

Collection Bin Operator (Agent) Name: _____ Email: _____

Address: _____

Phone Number:(_____)_____ Website: _____

If same information as applicant, please mark here ☐

Property Owner Name: _____ Email: _____

Address: _____

Phone Number (_____)_____

If same information as applicant, please mark here ☐

Charitable Organization Title : _____ EIN# _____

24 Hour Hotline Number (_____) _____ TO BE LISTED ON PERMIT FOR PUBLIC USE

Application Checklist – in order for application to be received, the following items must be included:

- Completed, Signed and Notarized Affidavit and Acknowledgment of Property Owner
- Lansing Treasury Information Request Form
- Non-Refundable Fee (Check, Cash or Money Order)
- Copy of the License and Registration from The State of Michigan under The Michigan Consumer Protection Act and The Charitable Organizations Solicitations Act if Statutorily Required.
- A photograph of the Collection Bin to be installed.
- Site Plan indicating the Placement of the Collection Bin, in compliance with the requirements of Section 1302.07.

Applicant Signature: _____

Date: _____

Title: _____

OFFICE USE ONLY

Zoning _____

City Treasurer _____

Public Service _____

Approvals:

Date _____

Date _____

Date _____